

1. Call to Order

Chairperson Thomson called the meeting to order at 7:00 p.m.

2. Introductory

Chairperson Thomson read the introductory

3. Pledge of Allegiance

Chairperson Thomson led those present in the Pledge of Allegiance

4. Oath of Office to Newly Elected Officials

Town Clerk Place administered the Oath of Office to Councilor Thomson and Councilor Beers and Councilor Dennett.

5. Roll Call

Answering the roll were Chairperson Jeffrey Thomson, Vice Chairperson Russell White, Councilors Charles Denault, Frank Dennett, Kenneth Lemont, Gary Beers and Judy Spiller.

6. The Kittery Town Council moved to elect a Chairperson for the ensuing year.

COUNCILOR SPILLER MOVED TO ELECT COUNCILOR WHITE AS CHAIRPERSON FOR THE ENSUING YEAR, NO SECOND.

COUNCILOR DENAULT MOVED TO ELECT COUNCILOR BEERS AS CHAIRPERSON FOR THE ENSUING YEAR, SECONDED BY COUNCILOR LEMONT.

COUNCILOR WHITE MOVED TO ELECT COUNCILOR LEMONT AS CHAIRPERSON FOR THE ENSUING YEAR, SECONDED BY COUNCILOR SPILLER.

Councilor Lemont thanked the Council and stated that he would like to be removed from consideration for the position of Chairperson.

COUNCILOR DENAULT MOVED TO CEASE ALL NOMINATIONS, SECONDED BY COUNCILOR BEERS, WITH ALL IN FAVOR MOTION PASSED 7/0/0.

A VOICE VOTE WAS TAKEN TO ELECT COUNCILOR BEERS AS CHAIRPERSON FOR THE ENSUING YEAR WITH COUNCILOR SPILLER OPPOSED. MOTION PASSED 6/1/0.

7. The Kittery Town Council moved to elect a Vice Chairperson for the ensuing year.

COUNCILOR BEERS MOVED TO ELECT COUNCILOR DENAULT FOR VICE CHAIRPERSON FOR THE ENSUING YEAR, SECONDED BY COUNCILOR LEMONT.

COUNCILOR SPILLER MOVED TO ELECT COUNCILOR WHITE FOR VICE CHAIRPERSON FOR THE ENSUING YEAR, SECONDED BY COUNCILOR THOMSON.

A ROLL CALL VOTE WAS TAKEN TO ELECT COUNCILOR DENAULT FOR VICE CHAIRPERSON FOR THE ENSUING YEAR WITH COUNCILORS SPILLER, WHITE AND THOMSON OPPOSED 4/3/0.

A ROLL CALL VOTE WAS TAKEN TO ELECT COUNCILOR WHITE FOR VICE CHAIRPERSON FOR THE ENSUING YEAR WITH COUNCILORS DENAULT, DENNETT, BEERS OPPOSED AND COUNCILOR LEMONT ABSTAINING. THE MOTION FAILED 3/3/1.

THE MOTION ON THE FIRST NOMINATION TO ELECT COUNCILOR DENAULT FOR VICE CHAIR PASSED 4/3/0.

8. Agenda Amendment and Adoption

Councilor Thomson noted that item 17 needs to be changed to Councilor's Issues and Comments, which was listed as Committee and Other Reports; Committee and Other Reports will then be item 18; Executive Session will be item 19; and Adjournment will be item 20.

Chairperson Beers amended item 11 Interviews for the Board of Appeals and Planning to be The Kittery Town Council moves to accept the resignation of Gary Beers from the Board of Appeals; and item 18 Kittery Town Council moves to enter executive session for the sole and precise purpose of addressing personnel and legal matters in accordance with 1 M.R.S. §405 (6) (A) and (6) (E). Councilor Dennett noted that executive session will be correctly listed as the new item 19. Councilor Thomson asked Chairperson Beers clarification on the changes to item 11. Chairperson Beers clarified that item 11 is being changed to reflect the resignation of Gary Beers from the Board of Appeals in order to open a seat prior to appointments of applicants. Councilor Thomson noted that the letter of resignation is dated November 10th. Chairperson Beers instructed the Town Clerk Place to change the date on the signed copy to November 9th.

The agenda was accepted as amended without objection.

9. Town Manager's Report

Town Manager Puff noted that in the Council packets is a report concerning an application to the Land and Water Conservation Fund which is due November 20th. This is an aggressive timeline for matching grant funds to enable the construction of multipurpose fields and pathways at Emery Field. If the Town is successful with the application, the grant agreement may be in hand by the summer of 2016, which would allow the match to include FY '17 funds. Town Manger Puff requested that she be allowed to offer an update on this when it is discussed later in the meeting.

Town Manager Puff stated that the Library Committee has met seven times to explore questions that the Council posed in June. The minutes are posted on the Town Manager's webpage. Town Manger Puff revisited the questions that Council asked concerning where the facility will be located on the site, what the footprint and square footage will be, how it will be accessed, what the impact will be on the neighborhood and the library's operational budget, and what will be the future disposition of the Rice and Taylor buildings. The Committee has made progress on understanding these issues and the neighborhood

attended one of the meetings to express their concerns. There is still work to be done on evaluating size and square footage and questions D & E have yet to be addressed.

Town Manager Puff stated that she is seeking bids for the replacement of the Stafford School building's failed roof and hopes to have a signed agreement this week.

Town Manager Puff stated that in October the Town received eleven prequalification packages for potential submission of bids for Wood Island for the Brownfield project and the restoration project. The packages are being reviewed and a bid package is being developed for qualified firms to use this winter.

Town Manager Puff noted that Northeast Housing (Admiralty Village) has decided to renew their five year agreement with the Town which pays for fire, police and emergency services. Beginning November first their fee is \$1,427.00 per housing unit per year, which escalates from 1 to 3% based on CPI and is due to expire October 31st, 2019.

Town Manager Puff was pleased to announce that the Sewer Department is once again the recipient of a safety grant applied through the Maine Municipal Risk Management Program for the purchase of traffic safety equipment in the amount of \$1,322.23.

Town Manager Puff announced that she and the Eliot Town Manager Dana Lee have decided to advertise for a joint replacement for retiring Police Chief Ted Short. She noted that they will assemble an advisory committee to assist in evaluating candidates that will include representation from each community and their respective departments. They expect to advertise for this position within the next month.

Town Manager Puff gave thanks for improvements that the Department of Public Works. They have restriped the fog line along John Paul Jones Park to a width that better accommodates bicycle travel and they have completed the relocation of a cross walk at the intersection of Government and Walker Streets to improve safety. Both improvements were recommended by the community as part of the Foreside Forum.

Town Manager Puff informed the Council that on November 4th, she attended the J1 Seacoast Coalition Conference that was hosted at the community center. Fire Chief Dave O'Brien, CEO Bob Marchi and Chairperson Thomson were also in attendance. The focus was to gain a better understanding of the J1 Program in Kittery and Portsmouth and to brainstorm solutions to housing and transportation issues. Chief O'Brien delivered an excellent presentation on safety concerns and regulations as they pertain to housing types. Town Manager Puff expects to continue the discussion with area employers and the City Manager in Portsmouth to identify strategies to improve on these issues and improve the program which supports our local businesses. The conference will be played on Channel 22 in the coming weeks.

Town Manager Puff noted that on November 12th it will be the two year anniversary of her being The Town of Kittery's Town Manager. She thanked the community, the department heads and the Council for their support and assistance in helping her to perform her job.

Councilor Spiller asked Town Manager Puff what the percentage of time would be in terms of level of effort for Kittery and Eliot with the shared police chief. Chief Ted Short approached the podium and commented that it has not been tracked, Eliot is a smaller town and it changes from day to day but it is his opinion that it is the 60-40 split that Kittery and Eliot agreed to in the contract.

Councilor Thomson added to Town Manager Puff's comments concerning the J1 Conference that was held last week regarding the J1 on student workers that are here primarily during the summer months. A representative from the State Department in said in her presentation that there was a thirty percent increase in the numbers of these workers in the Portsmouth and Kittery area. That number is expected to increase in the coming years. A restaurant owner at the conference added that there were an additional 1,700 positions that were not filled during the tourist season. The Kittery and Portsmouth communities will be facing these issues primarily in housing and transportation that need to be addressed. There will be additional meetings this winter. Councilor Thomson thanked Fire Chief O'Brien who was the only official from either community to make a presentation. Councilor Thomson added that Chief O'Brien did an excellent job and his presentation made the city officials especially in Portsmouth aware of what this phenomenon is for our area.

10. Acceptance of Previous Minutes – 6/8/15 Regular Meeting, 10/26/15 Regular Meeting and 11/2/15 Special Meeting.

Chairperson Beers stated that he will abstain as he was not present for these meetings.

The minutes were accepted as amended.

11. Interviews for the Board of Appeals and Planning

COUNCILOR DENAULT MOVED TO ACCEPT THE RESIGNATION OF GARY BEERS FROM THE BOARD OF APPEALS, SECONDED BY COUNCILOR SPILLER.

Councilor Dennett questioned the necessity to have this motion when being sworn to the duties of the Town Council automatically eliminates the person from membership on the Board of Appeals according to the Town Charter.

COUNCILOR SPILLER WITHDREW HER SECOND ON THE MOTION.

Chairperson Beers noted that under councilor's comments under the Board of Appeals applicant interview for Mr. Charles H. Denault, III to change the prospective appointment term to 12/1/2017 to replace Gary Beers.

Board of Appeals:

- Sean Regan - until 3/25/16 (to fill Vern Gardner's unexpired term)

Sean Regan approached the podium to introduce himself and express his interest in the Board of Appeals. Mr. Regan explained that he has lived in Kittery for a couple of years. He is involved in commercial real estate and is familiar with local municipal zoning ordinances and what it takes to get a variance. He stated that he would like to get involved with the Town and that the Board of Appeals would be a good place to start.

Councilor White asked Mr. Regan how he would deal with potential conflicts of interest.

Mr. Regan responded that if he was involved in any project that came before the Board of Appeals, he would dismiss himself from voting.

Councilor Lemont thanked Mr. Regan for wanting to come forward and serve.

COUNCILOR THOMSON MOVED TO APPOINT MR. SEAN REGAN TO A TERM ON THE BOARD OF APPEALS EXPIRING ON 3/25/2016, SECONDED BY COUNCILOR LEMONT.

A ROLL CALL VOTE WAS TAKEN WITH ALL IN FAVOR. MOTION PASSED 7/0/0

- Charles H. Denault, III – until 3/1/18 (to replace Brett Costa whose 3rd term expired 3/1/15)

Charles Denault, III approached the podium to introduce himself and express his interest in the Board of Appeals.

Councilor Thomson questioned the appropriateness of changing the date of term expiration to 12/1/2017 or if it should remain as printed on the agenda as it was not changed at the time of agenda amendment and adoption.

Chairperson Beers stated that the 3/1/18 term date will remain.

Mr. Charles Denault introduced himself and explained that he has lived in Kittery his entire life and is the founder of an on-line market place for private jets. He noted that he studied biology at the University of New Hampshire which taught him how to think on a systems level. He has begun to learn code and is reading it. He understands that the decision of one person on a board of seven can have far reaching implications in Kittery. He feels that due process is required in any form of government. Mr. Denault stated that he wants to serve on the Board of Appeals to make sure that any voice in the Town will be heard.

Councilor Thomson asked Mr. Denault to clarify what online company he is the founder of. Mr. Denault answered that he is founder of Simple Charters.com, which he easiest way to charter private jets.

COUNCILOR THOMSON MOVED TO APPOINT MR. CHARLES H. DENAULT, III TO A TERM ON THE BOARD OF APPEALS EXPIRING 11/9/18 TO REPLACE BRETT COSTA WHO'S THIRD TERM EXPIRED, SECONDED BY COUNCILOR LEMONT.

Councilor Denault argued that there are two vacancies on the Board of Appeals and that the chairperson of the Board has not been replaced yet.

Chairperson Beers clarified the motion to now read to appoint Charles H. Denault, III to a term to The Board of Appeals expiring 11/9/18 to replace Brett Costa whose third term expired 3/1/15.

CHAIRPERSON BEERS RULED THE MOTION OUT OF ORDER BECAUSE THE COUNCIL JUST APPOINTED MR. SEAN REGAN IN A DIFFERENT FRAME IN A TRADITIONAL PRACTICE TO AN EXISTING TERM EXPIRING, AND REQUESTED A NEW MOTION.

COUNCILOR THOMSON CHALLENGED THE RULING OF THE CHAIRPERSON, COUNCILOR SPILLER SECONDED.

A ROLL CALL VOTE WAS TAKEN ON THE RULING WITH COUNCILORS SPILLER, LEMONT, THOMSON AND WHITE OPPOSED. THE RULING DOES NOT CARRY 3/4.

Councilor Dennett expressed concern that the Board of Appeals will be a board of six if Mr. Charles Denault, III is appointed to take the place of Mr. Brett Costa. Councilor Thomson disagreed and felt the Council should proceed with the original motion.

COUNCILOR DENAULT MADE A MOTION TO AMEND THE ORIGINAL MOTION TO APPOINT MR. CHARLES H. DENAULT, III TO A TERM ON THE BOARD OF APPEALS EXPIRING 12/1/17 TO REPLACE GARY BEERS, SECONDED BY COUNCILOR DENNETT.

A ROLL CALL VOTE WAS TAKEN ON THE AMENDMENT TO THE MOTION WITH COUNCILORS SPILLER, THOMSON AND WHITE OPPOSED. THE MOTION PASSED 4/3/0.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION AS AMENDED TO APPOINT MR. CHARLES H. DENAULT, III TO A TERM ON THE BOARD OF APPEALS EXPIRING 12/1/17 TO REPLACE GARY BEERS WITH COUNCILORS THOMSON, WHITE AND SPILLER OPPOSED. THE MOTION PASSED 4/3/0.

Councilor Dennett asked that Chairperson Beers remind the public that there is still a vacancy on the Board of Appeals.

12. All items involving the town attorney, town engineers, town employees or other town consultants or requested officials

(110215-1) The Kittery Town Council moves to authorize, through an alternative procurement method, in accordance with Sec. 3.2.7 of the Kittery Town Code, for the Purchasing Agent /Town Manager to enter into an agreement with Two Way Communications of Newington, NH, for the purchase and installation of the public safety communications equipment listed in the proposal.

COUNCILOR THOMSON MOVED TO AUTHORIZE THE PURCHASING AGENT/TOWN MANAGER TO ENTER INTO AN AGREEMENT AS STATED, SECONDED BY COUNCILOR SPILLER.

Fire Chief Dave O'Brien and Chief of Police Ted Short approached the podium to answer questions from Councilor Dennett. Councilor Dennett asked if the cost of the proposal included setup and testing. Chief O'Brien answered that it does include full installation, testing and commission. Councilor Dennett asked what happens with the old equipment. Chief O'Brien said it will be removed, decommission and disposed of properly. Councilor Dennett asked if the new system will be compatible as a regional center for southern York County. Chief O'Brien assured the Councilor that it will be compatible with other radio systems in Berwick, South Berwick and Eliot. Chief O'Brien added that the equipment is state-of-the-art. Councilor Dennett stated that he was pleased to find that there are funds sufficient to cover the cost of the equipment and requested that Council be provided with a copy of the Agreement. Chief O'Brien stated that a better term would be proposals for the radios and consoles and alarm systems and those proposals are in the Council packets.

There was discussion about the most appropriate word to replace the word "agreement" in the main motion.

COUNCILOR THOMSON MADE A MOTION TO CHANGE THE WORDS "ENTER INTO AN AGREEMENT" IN THE MAIN MOTION TO "ENTER INTO PURCHASE ORDERS", SECONDED BY COUNCILOR SPILLER.

Councilor Dennett would like it noted that in not going out to bid the council is authorizing an alternate purchasing procedure.

Councilor Thomson thanked Chief O'Brien and Chief Short for their work and Town Manager Puff for her guidance to them. Chairperson Beers also added his thanks for their work and their sterling report.

A ROLE CALL VOTE WAS TAKEN WITH ALL IN FAVOR. MOTION PASSED 7/0/0.

13. PUBLIC HEARINGS - None

14. DISCUSSION

a. Discussion by members of the public (three minutes per person)

Susan Emery of 5 School Lane, Kittery Point approached the podium and introduced herself. Ms. Emery gave an account of how in 2006 she was part of a group from the village that prevented Emery Field from being covered with a new recreation center. They wanted to keep the original intent from the Plan for the Village as an open space for the small houses that did not have any open space. She is not opposed to using Emery Field as an athletic venue but requested that there be meetings with the people of the village to consider their input. She is open to athletic venue or even a tennis court but is concerned about more parking. She thanked the Council and asked that the Council please be respectful of the original intent for Emery Field and also have it well publicized meetings.

Donald Allen Kerr of 4 Colonial Road approached the podium and introduced himself. Mr. Kerr asked that the Council keep the big picture in mind concerning the overall athletic field project costing over \$8.5 million even though the project will be tackled piece meal, field by field. He asked that potential grant money be looked into. He also asked if the \$2.1 million for the two new fields for KCC that are in the plan is over and above the capital funding that has already been approved for KCC. He is wondering how much of KCC revenue has gone back into the Town's general fund. Mr. Kerr suggested that it would be easier for people to find the Library Committee Minutes under the general minutes portion of the website rather than under the Town Manager's website.

Tania Marino of 7 Old Ferry Lane approached the podium and introduced herself. She is a founding member of the Kittery Athletic Field Improvement Committee. Ms. Marino gave an overview of the Committee and their focus on the various fields. Ms. Marino asked that the Council approve the application for a grant from the Land and Water Foundation. She added that the goals and mission of the Committee is to create and better utilize open space.

b. Response to public comment directed to a particular Councilor

Chairperson Beers noted that the \$2.1 million proposed for the two new fields for KCC is above the \$6 million approved for that facility. He added that he will ask Town Manager Puff to examine the placement of materials on the website. The athletic field's project will be a large subject for quite some time.

c. Chairperson's response to public comments

15. UNFINISHED BUSINESS - None.

16. NEW BUSINESS

a. Donations/gifts received for Council disposition. None.

b. (110215-2) The Kittery Town Council moves to adopt its current rules for the ensuing year.

COUNCILOR DENNETT MOVED TO ADOPT RULES FOR THE ENSUING YEAR WITH THE AMENDED DATE OF JANUARY 27, 2014, SECONDED BY COUNCILOR SPILLER.

A ROLE CALL VOTE WAS TAKEN WITH ALL IN FAVOR. MOTION PASSED 7/0/0.

c. (110215-3) The Kittery Town Council moves to appoint Council Members to On-going, Standing, Ad hoc and Council Committees.

Councilor White noted that the Wood Island Committee has been abolished and asked that it be removed. Councilor Dennett suggested that appointments need to be an item by item process.

Chairperson Beers and Councilor Thomson would like to serve on the CIP Committee. As there is one seat for a Council Member on the CIP Committee, Chairperson Beers will withdraw and Council Member Thomson will serve on the Committee.

Councilor White would like to continue to serve on the Comprehensive Plan Update Committee.

Councilors Denault, Lemont and Thomson would like to continue to serve on the Economic Development Committee.

Chairperson Beers would like to continue to serve, for the ninth year on the Eliot Sewer Committee. He will follow up after the meeting to see if the Committee needs to continue or disband until needed at a later date.

Mr. Denault offered to serve on the Kittery Community Center Board of Directors. Councilor Thomson noted that he has been re-appointed until March 26, 2018.

Chairperson Beers suggested that appointment to the Mary Safford Wildes Trust Committee be postponed because Title 4 of Boards Commissions and Committees has an ordinance revision recommendation upcoming which could include any individual Council Member to serve. Councilor Thomson suggested that Council consult the Town attorney to review Ms. Safford Wildes will. Councilor Dennett advised that as it currently stands, the chairperson is required to serve on this committee.

Councilor White currently serves on the Open Space Advisory Committee and will continue.

Councilor Denault would like to continue to serve on the Recycling Scholarship Selection Committee.

Councilor Spiller will continue to serve on the Safford School Preservation Committee.

Chairperson Beers will ensure that the two positions on the Shared Services Committee are listed as ex officio.

Councilors Dennett, Councilor Lemont will serve on the Warrant Review Municipal Expense Committee with Chairperson Beers serving as first alternate.

Councilor Thomson, Councilor White will continue to serve on the Warrant Review Municipal Employees Wages and Benefits Committee. Councilor Beers will serve as third alternate.

Councilor Lemont, Councilor Thomson and Councilor Spiller will serve on the Warrant Review School Expense Committee.

The Warrant Review School Employee Wages and Benefits Committee is determined by the school committee and will be provided to Council at a later date.

Councilor Beers stated that he would like to be appointed to the Ordinance Review Committee and requested that another Councilor also serve. Councilor Denault will also serve.

d. (110215-4) The Kittery Town Council moves to act on the Town Manager's salary from November 12, 2015 through November 12, 2016.

COUNCILOR THOMSON MOVED THAT THE KITTERY TOWN MANAGER RECEIVE AN ADJUSTMENT IN WAGES OF 2.25% EFFECTIVE NOVEMBER 12, 2015 FOR THE NEXT TWELVE MONTH PERIOD, SECONDED BY COUNCILOR SPILLER.

Councilor Denault suggested that the evaluation process has not been completed and believes an increase is premature at this point. Councilor White stated that the efforts of Town Manager Puff need to be recognized in an increase in her compensation. Councilor Dennett stated that he will vote no on the motion as there has already been an automatic increase in the budget. Councilor Spiller and Councilor Thomson noted that council members have already agreed that they did not want another executive session to continue the Town Manager's evaluation. Councilor Thomson also noted that the increase has already been budgeted in June. Councilor Lemont suggested that a compensation study be undertaken.

COUNCILOR DENNETT MOVED TO POSTPONE ACTING ON THE TOWN MANAGER'S SALARY UNTIL THE COUNCIL MEETING ON JANUARY 11, 2016, SECONDED BY COUNCILOR DENAULT.

Chairperson Beers will be sure that appropriate information is collected and provided to Council Members prior the January 11, 2016 meeting. He also noted that he has not taken part in the discussion as he was not present during the period of the Town Manager's performance and has not reviewed any of the materials and therefore would have abstained.

A ROLE CALL VOTE WAS TAKEN WITH ALL IN FAVOR. MOTION PASSED 7/0/0.

e. (110215-5) The Kittery Town Council moves to approve the disbursement warrants.

AS ALL WARRANTS ARE IN ORDER, COUNCILOR THOMSON MOVED TO APPROVE THE TOWN WARRANTS IN THE AMOUNT OF \$627,877.93, SECONDED BY COUNCILOR DENAULT.

A VOICE VOTE WAS TAKEN WITH ALL IN FAVOR. MOTION PASSED 7/0/0.

f. (110215-6) The Kittery Town Council moves to authorize the Town Manager to close departments with the exception of essential personnel, the day after Thanksgiving, November 27, 2015, with the understanding that employees will use their personal accumulated time.

MOVED BY COUNCILOR THOMSON, SECONDED BY COUNCILOR DENAULT TO CLOSE THE TOWN DEPARTMENTS AS STATED IN ITEM F.

A ROLE CALL VOTE WAS TAKEN WITH ALL IN FAVOR. MOTION PASSED 7/0/0.

g. (110215-7) The Kittery Town Council moves to schedule a public hearing on proposed amendments to Title 4 Boards and Committees of the Kittery Town Code.

MOVED BY COUNCILOR WHITE, SECONDED BY COUNCILOR DENAULT TO SCHEDULE A PUBLIC HEARING AS STATED IN ITEM G.

Councilor White noted that this will take place during the next meeting of November 23, 2015.

A ROLE CALL VOTE WAS TAKEN WITH SIX IN FAVOR WITH COUNCILOR BEERS APOSED. MOTION PASSED 6/1/0.

h. (110215-8) The Kittery Town Council hereby resolves to authorize the Town Manager to apply, on behalf of the Town, for federal financing assistance under the provisions of the Land and Water Conservation Fund Act, Public Law 88-578 for the development of Emery Field; and further authorize Town Manager to enter into the Land and Water Conservation Fund Project Agreement with the State subsequent to federal approval of the project. Contingent upon approval of federal funds, the Town Council will appropriate local funds required to match the grant, and further recognizes that the grant program operates on a reimbursement basis, whereby the Town is obligated to pay all costs of the project "up-front," to be repaid by federal reimbursement.

MOVED BY COUNCILOR THOMSON, SECONDED BY COUNCILOR WHITE TO AUTHORIZE THE TOWN MANAGER TO APPLY FOR FEDERAL FINANCING AS STATED IN ITEM H.

Councilor Dennett requested a copy of the Land and Water Conservation Fund Project Agreement and noted that the Town would have to come up with the funds up front and depend on the Federal Government for reimbursement. Town Manger Puff stated that it is most likely in the same form as the former Emery Field agreement and will try to find a generic agreement to provide to Council.

Town Manager clarified items in the Town Manager's report concerning grants and funding for the project per Councilor Dennett's request.

A ROLE CALL VOTE WAS TAKEN WITH ALL IN FAVOR. MOTION PASSED 7/0/0.

i. (110215-9) The Kittery Town Council moves to accept the resignation of Ray Grenier from the Port Authority.

MOTION BY COUNCILOR DENAULT AND SECONDED BY COUNCILOR DENNETT TO ACCEPT THE RESIGNATION OF RAY GRENIER FROM THE PORT AUTHORITY.

A ROLE CALL VOTE WAS TAKEN WITH ALL IN FAVOR. MOTION PASSED 7/0/0.

j. (110215-10) The Kittery Town Council moves to appoint a representative to meet with the Chair of the Port Authority to interview Gerry Ilaria for his appointment to that board until 8/31/20.

MOTION BY COUNCILOR DENNETT AND SECONDED BY COUNCILOR WHITE TO APPOINT COUNCILOR SPILLER TO MEET WITH THE CHAIR OF THE PORT AUTHORITY TO INTERVIEW GERRY ILARIA AS PER ITEM J.

A ROLE CALL VOTE WAS TAKEN WITH ALL IN FAVOR. MOTION PASSED 7/0/0.

k. (110215-11) The Kittery Town Council moves to appoint a representative to meet with the Chair of the Comprehensive Plan Update Committee to interview Craig Wilson for his appointment to that board as a citizen representative until the Committee's work is done.

MOTION BY COUNCILOR THOMSON AND SECONDED BY CHAIRPERSON BEERS TO APPOINT CRAIG WILSON AS CITIZEN REPRESENTATIVE TO THE COMPREHENSIVE PLAN UPDATE COMMITTEE WITHOUT THE BENEFIT OF AN INTERVIEW.

A ROLE CALL VOTE WAS TAKEN WITH ALL IN FAVOR. MOTION PASSED 7/0/0.

l. (110215-12) The Kittery Town Council moves to appoint a representative to meet with the Chair of the Comprehensive Plan Update Committee to interview Thomas Battcock Emerson for his appointment to that board as a citizen representative until the Committee's work is done.

MOTION BY COUNCILOR THOMSON AND SECONDED BY CHAIRPERSON BEERS TO APPOINT THOMAS BATTCOCK EMERSON AS CITIZEN REPRESENTATIVE TO THE COMPREHENSIVE PLAN UPDATE COMMITTEE WITHOUT THE BENEFIT OF AN INTERVIEW.

A ROLE CALL VOTE WAS TAKEN WITH ALL IN FAVOR. MOTION PASSED 7/0/0.

m. (110215-13) The Kittery Town Council moves to receive correspondence from the Superintendent of Schools in accordance with School Policy DN Sec. A, to give the town first option to purchase a 2001 Chevy Silverado 4WD pickup truck with a plow, before placing it out to bid

MOTION BY COUNCILOR DENNETT AND SECONDED BY CHAIRPERSON BEERS TO RECEIVE CORRESPONDENCE FROM THE SUPERINTENDENT OF SCHOOLS AS STATED IN ITEM M.

A ROLE CALL VOTE WAS TAKEN WITH ALL IN FAVOR. MOTION PASSED 7/0/0.

n. (110215-14) The Kittery Town Council moves to determine the effective date of the amendment to the Town Charter that was approved by the voters on November 3, 2015.

MOTION BY COUNCILOR DENNETT AND SECONDED BY COUNCILOR THOMSON TO ACCEPT THE EFFECTIVE DATE OF JANUARY 1, 2016 FOR THE AMENDMENT TO THE TOWN CHARTER.

A ROLE CALL VOTE WAS TAKEN WITH ALL IN FAVOR. MOTION PASSED 7/0/0.

17. COUNCILOR'S ISSUES AND COMMENTS

Councilor Dennett brought to the attention of Council that the Town of Kittery has received a letter from the City of Portsmouth requesting that Kittery send the City of Portsmouth \$872.31 for Kittery's share of operational expenses on the Memorial Bridge. This money has been sent.

Councilor White welcomed Chairperson Beers to the Council.

Councilor Thomson requested that the Council ask the Town attorney to review the tape of the meeting as he believes that the challenge vote to the ruling of the Chair should have returned the Council

to the original motion that had been made on the agenda concerning to appointment of Mr. Charles H. Denault, III to a term on the Board of Appeals.

Councilor Lemont also welcomed Chairperson Beers and thanked Town Manager Puff for resolving all the issues that he presented to her from Kittery residents.

Councilor Spiller thanked everyone that voted for the Brave Boat Harbor Headways Conservation Bond and the Land Trust. She also thanked the Department of Public Works and Town Manger Puff for all the paving.

Councilor Denault congratulated Councilor Dennett, Councilor Thomson and Chairperson Beers on their appointments and thanked those that voted for him as Vice Chair.

Councilor White asked the Council if they will need a special meeting next week in order to meet the deadline of the twentieth for the Emery Field Grant Application. Town Manger Puff assured Councilor White that the vote of Council tonight in addition to the project certification is all she needed from the Council.

Councilor Thomson added that he received comments from the public regarding the article written by Dennis Robinson in the paper regarding the Stafford School. Councilor Thomson offered to work with Councilor Spiller to try to gather people together who are interested in trying to find a solution.

Chairperson Beers announced that on November 10 at 8:00 a.m. there will be a Veteran's breakfast at the Kittery Community Center. At 9:00 am at Marshwood Middle School the Annual Veteran's Assembly will take place. The Assembly takes a couple of hours and is a very special, moving ceremony for Veterans. All are encouraged to attend. Chairperson Beers also encouraged participation in "Movember" in which men are encouraged to grow a mustache and any funds that are saved go towards helping men's fight against cancer. There are 585,000 people in our country die every year from cancer, 284,000 are women and 305,000 men die every year from cancer.

18. COMMITTEE AND OTHER REPORTS

- a. Communications from the Chairperson - none
- b. Committee Reports - none

19. EXECUTIVE SESSION

IT WAS MOVED BY COUNCILOR DENNETT AND SECONDED BY COUNCILOR DENAULT FOR THE COUNCIL TO GO INTO EXECUTIVE SESSION IN ACCORDANCE WITH 1 M.R.S. §405 (6) (A) TO DISCUSS A PERSONNEL MATTER AT 9:17 P.M.

A ROLE CALL VOTE WAS TAKEN WITH ALL IN FAVOR. MOTION PASSED 7/0/0.

IT WAS MOVED BY COUNCILOR THOMSON AND SECONDED BY COUNCILOR SPILLER TO COME OUT OF EXECUTIVE SESSION AT 9:57 P.M. ROLL CALL VOTE WAS TAKEN. MOTION PASSED, 7/0/0.

20. ADJOURNMENT:

**TOWN COUNCIL MEETING
COUNCIL CHAMBERS**

**APPROVED
NOVEMBER 9, 2015**

**IT WAS MOVED BY COUNCILOR THOMSON, SECONDED BY COUNCILOR SPILLER TO
ADJOURN THE MEETING AT 9:58P.M. ALL WERE IN FAVOR BY A VOICE VOTE.
MOTION PASSED, 7/0/0.**

Submitted by Cathy Harman, Minutes Recorder, November 16, 2015